

FILE 75-1931

13 August 1975

MEMORANDUM FOR THE RECORD

SUBJECT: Salary and Leave Policy of EAA Employees

1. On 30 July 1975, DD/Pers, DD/Pers/SP, C/BSD and DC/BSD met to discuss the salary and leave policy of EAA employees and the contents of C/BSD's memo dated 22 July 1975 on the same subject.

2. In addition to considering EAA salaries in comparison with salaries paid to like positions in this area, it was generally agreed that we must also consider the financial position of EAA and its ability to pay any salary increases. Also discussed was the relationship of one position's salary to that of another position, not only among EAA employees but also between them and the staff employees in the store and the contract employees in the club and ticket sales activities.

3. After the foregoing discussion, the following policy conclusions were reached:

a. Salaries of EAA employees will be reviewed twice a year, in July and January, after the financial statements have been prepared. Included in the salary consideration will be a comparison of wages being paid for like positions in similar facilities in the metropolitan area of Washington.

b. Effective 1 August 1975 the leave policy for EAA employees is amended to be as follows:

Annual Leave

1. Up to three years of service - one hour for every 50 hours served.


2. Three to six years service - two hours for every 50 hours served.

3. Over six years service - three hours for every 50 hours served.

Sick Leave

Employee will earn one hour of sick leave for every 50 hours served.

STATIN


Acting Chief
Benefits and Services Division

STATINTL

APPROVED: 

Dep

61


Date

DISAPPROVED: _____

Distribution:

- 0 - Return to AC/BSD
- 1 - DD/Pers
- 1 - BSD Subj File